



STARS Integration Testing

The STARS Team successfully completed the testing activities and is currently addressing issues identified during the first round of Integration Testing. This first round of testing began on January 3, 2005, and testing activities continued through January 21, 2005. STARS team members from around the country came to Germantown and tested 156 separate test cases. Each test case models a business process from start to finish. In addition to these test cases, the STARS team verified converted data and reconciled this data back to the source system. Integration Test 2 will begin on February 4, 2005. Special thanks goes out to the STARS team of testers who spent long days, including weekends and holidays testing the application to help ensure a smooth start-up.

STARS Tutorials Available through iLearning at DOE

Web based training tutorials are now available on iLearning! On January 25, 2005 all users attending the first round of STARS instructor-led training were sent an email providing them with their iLearning user id and password. Those identified by their Field CFOs to attend the first round of STARS training can now access iLearning and take the online tutorials.

All users must take the navigation tutorial, ***Navigating Oracle 11i Applications***, prior to attending any instructor led training. Users who will be entering reservations, obligations and or costs in STARS, and any user who will be attending the **Purchasing** or **Purchasing Receipts** instructor-led courses are also required to take the ***Introducing STARS Purchasing*** tutorial.

Completion of these tutorials is monitored automatically through the iLearning tool and the status is displayed on the course outline for each tutorial. These tutorials must be completed by **February 22, 2005**. Instructions on how to use iLearning were also sent out to users and can be accessed at <http://www.mbc.doe.gov/ME2-5/i-manage/STARStraining.htm>

For users not attending this first round of instructor led training, user ids, passwords and instructions for iLearning and the STARS online tutorials will be sent out via email by March 1, 2005.

Training Spotlight: Purchasing and Purchasing Receipts

*There are a total of ten STARS instructor-led courses that will help users learn the new system before it goes live. Each of the 10 STARS courses will be profiled in future STARS Communiqué issues. In this issue, we spotlight the Purchasing courses, **Purchasing** and **Purchasing Receipts**.*

The Purchasing and Purchasing Receipts courses will be available to users in all offices that will need to use this information in their jobs to enter reservations, obligations and/or costs. It will be offered at all three training sites: Germantown, Oak Ridge, and Albuquerque. The purpose of these two courses is to provide an introduction to and experience with the functionality within the STARS purchasing module prior to the implementation date.

The STARS purchasing module is used to record reservations (called commitments in STARS), obligations and costs. In the Purchasing class, students will learn how to enter commitments by creating requisitions and how to enter obligations by creating purchase orders. In the Purchasing Receipts class, students will learn how to enter costs by recording receipt transactions in STARS. Additionally, the two STARS purchasing courses will provide

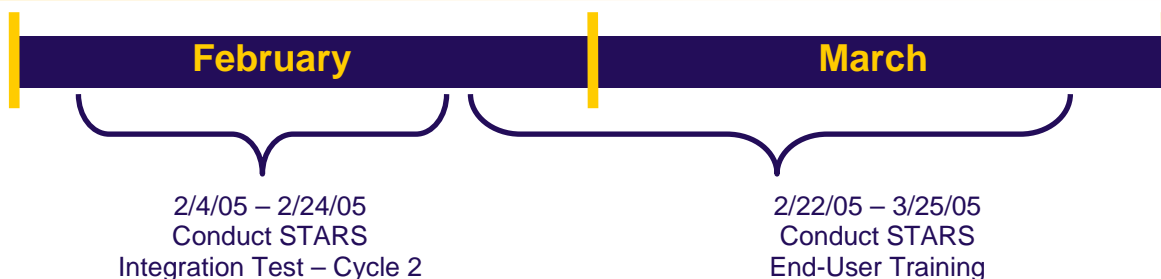
information on the benefits of the STARS purchasing module including more detailed appropriations reporting, data sharing between purchasing and accounts payable, and consolidated summary funding data.

In STARS, there will be some notable changes from the current system; however the type of information that is being processed will remain the same. The Purchasing course will focus on these key differences, including the following:

- **Travel** - For travel, the cost/receipt will no longer be recorded at the same time that the obligation is recorded; instead it will be accomplished during the voucher/invoice process.
- **Recording Cost / Receipt and Payment** - The recording of cost/receipt and payment will be performed as 2 separate steps, as opposed to 1 step in DISCAS. These steps will be the recording of the cost/receipt in the Purchasing module and the payment in the Accounts Payable module.
- **Suppliers** - In DISCAS suppliers are listed separately on each PO, but in STARS, there is a vendor table that includes supplier and supplier site information. The vendor table allows users to select supplier information from a dropdown list rather than re-enter it every time.
 - Instead of the need to enter the American Banker's Association (ABA) routing number (RTN) for each CID, in STARS it will be entered once and automatically matched to multiple supplier bank accounts.
 - Supplier type will no longer be identified by payment method; instead it will be identified by supplier types contained in the list of values (LOV) on the Classification tab of the Supplier window.
 - In DISCAS there was no distinction made for multiple supplier sites. In STARS there will be separate supplier header and site records, where information is entered once and shared across multiple transactions. In addition these supplier sites can have more than one use.
 - In STARS there are numerous tables collecting supplier information. The Supplier Site table contains the address information for each supplier.
 - Instead of relying on the Obligation Reference record to determine the status of a supplier, in STARS, suppliers can be listed as inactive as of a specific end date.

By the end of the Purchasing class, users will be able to add and maintain banking data; enter and maintain supplier information; enter purchase requisitions; enter purchase orders; issue releases against blanket purchase agreements; and forward PO documents. By the end of the Purchasing Receipts class, users will be able to enter PO receipts; review previously recorded transactions; enter returns; and deliver PO receipts. The online STARS Purchasing Tutorial, **Introducing STARS Purchasing** is a pre-requisite for these courses.

STARS Two-Month Timeline



If you have any comments or questions about the STARS Communiqué, or would like more information on the STARS Project, please send an e-mail to STARS@hq.doe.gov.

STARS Project Information

I-MANAGE Program Site: <http://www.mbc.doe.gov/me2-5/i-manage/>

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To be added to the STARS Distribution List, please send an email to STARS@hq.doe.gov